

18 March 1981

MEMORANDUM FOR: Director of Data Processing
THROUGH : Executive Officer
25X1 FROM : [REDACTED]
Chief, Management Staff, ODP
SUBJECT : Management Staff Weekly Report
for Week Ending 17 March 1981

Excess Equipment

Management Staff declared as excess to Agency needs a Gates noise reducer (a sound absorbing enclosure for a card punch) from NPIC. No acquisition cost was estimated. [REDACTED]

25X1

Important 1981 Unfunded Requirements

We were requested to notify the Chief, DDA, Management Staff, of any important 1981 requirements that were not being satisfied because of a lack of funding. The only requirement identified was for \$282,000 to fund the current level of user terminal requirements lost in the 1981 OMB budget review. This would provide 29 more terminals if funding is obtained. The requirement has become much more important in view of the loss of both the austere and current level funding for users terminals in 1982, and less than the total minimum requirement funding in 1983. [REDACTED] (ODP ONLY)

25X1

Project Activity Report (PAR)

The initial February 1981 PAR has been processed and is being reviewed and barring complications will be released by early next week. [REDACTED]

25X1

Reduced Fares

Under the GSA paired-cities contract, New York Air offers a \$58 round trip fare, Washington to New York City for official travel using a GTR . Since the Amtrak round trip fare to New York is now \$73, it is cost effective to use air. Anyone traveling to New York City will be authorized to fly, provided they utilize the reduced fare offered by New York Air.

25X1

Outstanding Advances

As of 18 March, there are 30 advance accounts outstanding, none of which are delinquent.

25X1

25X1